

FDOT State Specifications & Estimates Office

GENERIC PAY ITEMS

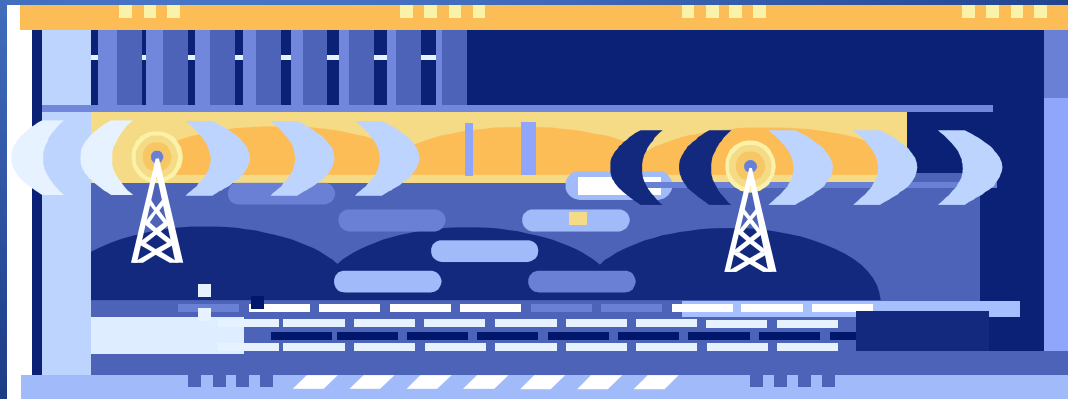
Please note: A computer based training module is currently under development. This presentation may be used in the interim.

What are Generic Pay Items?

- ◆ General-use pay items for each design group (component set of plans) that are defined by a pay item supplemental description in the Trns•port system.

Why Do We Need Them?

- ◆ To facilitate the use of one-time or limited-use non-standard work items.
- ◆ To provide more flexibility in Utilities pay item structure.



Who are the Customers?

- ◆ District/Consultant Designers
- ◆ Contractors
- ◆ Utility Agencies



Rules

- ◆ Must not be used if there is an existing pay item.
 - ◆ Must not be used to violate or circumvent standard pay items (generic pay items can't trump standard pay items)
 - ◆ Exception for Utilities pay items.
- ◆ Must not be used as a standard means to work-around a pay item that has been rejected for statewide usage by Central Office.
 - ◆ For unique situations, an item rejected for statewide usage may be used as a one-time generic pay item.

Rules, continued

- ◆ Must not be used to circumvent the new pay item request process, if the pay item should be opened for statewide usage.
- ◆ Must be supported by a technical special provision and/or plan details (drawings or notes) that include clear definition of work & payment.
- ◆ Must be loaded in Trns•port under the appropriate category.

Roles - Designer

- ◆ The Designer is responsible for:
 - ◆ Determining if a generic pay item is needed.
 - ◆ Developing technical special provision (or ensuring it has been developed).
 - ◆ Ensuring all necessary details are included in the contract documents.

Roles – District Estimates Staff

- ◆ District Estimates Staff are responsible for:
 - ◆ Determining if a standard pay item should be requested for statewide usage.
 - ◆ In Trns•port, enter the description, with unit of measure, in the Supplemental Proposal Description; enter the quantity and an estimated unit price.

Roles – Project Review Team (CO)

- ◆ *Post-Letting* - The Project Review Team is responsible for:
 - ◆ On a quarterly basis, run the Pay Item Future Search report to determine if any generic pay items were used during the previous quarter.
 - ◆ Check for proper details and plan notes in contract documents, including:
 - ◆ Proposal Supplemental Description has been entered in Trns•port, with unit of measure.
 - ◆ Item is in the correct Trns•port category.
 - ◆ Coordinate with responsible design office if usage of a generic pay item is questionable.

Process

- ◆ District identifies work that is appropriate for a generic pay item, but must not violate the rules.
- ◆ Designer includes all supporting details for the generic pay item in the contract documents.
- ◆ District Estimates staff loads supplemental description and units for generic pay item into Trns•port (Designers cannot access PES).

Quality Control

- ◆ District assumes all responsibility for proper usage of generic pay items; no approvals from CO will be required.



Quality Assurance

- ◆ Quarterly post-letting review of generic pay items will be performed by Project Review team in CO:
 - ◆ Supplemental Description, with Units, has been entered in Trns•port
 - ◆ Proper documentation exists
- ◆ Responsible Design Offices (CO) may be consulted to verify appropriate usage.



Pay Item Structure & Description

- ♦ Generic pay items will be structured as:

0000-A00-BBB, Example: 0000-600- 1

A = Design Group/Trns.port Category

B = Sequential number

(Note: Zeros are hard-coded; they are NOT blanks.)

- ♦ The pay item description in Trns.port will be named generically, by category work type (Structures for 100, Roadway for 200, etc.):

0000-600- 1	LANDSCAPE DESIGN GROUP- GENERIC PAY ITEM 1	(SMALL	ZZ
	TREE TRIMMING - EA)		

Supplemental Description & Unit of Measure

- ◆ The project specific description will be keyed into Trns•port in the **Supplemental Proposal Description** by the District Estimates staff.
- ◆ The default unit of measure for all generic pay items is **ZZ**. The actual unit of measure must be keyed into Trns•port with the project-specific description in the **Supplemental Proposal Description**:

0000-600-	1	LANDSCAPE DESIGN GROUP- GENERIC PAY ITEM 1 (SMALL	22
		TREE TRIMMING - EA)	

Sample Project – PES Input

Proposal E2M51-R0

General	Description	Sites	Projects	Special Provisions	Sections	Items	FY Schedule	Attachments	
Prop. Line No	Item	Description	Units	Lump Sum	Quantity	Price	Extended Amount	Supplemental Proposal Description	
0005	0000600 1	LANDSCAPE DESIGN GRP- GENERIC PAY ITEM 1	ZZ		100.000	70.66000	7,066.0000	SMALL TREE TRIMMING - EA	
0010	0000600 2	LANDSCAPE DESIGN GRP- GENERIC PAY ITEM 2	ZZ		100.000	105.00000	10,500.0000	LARGE TREE TRIMMING - EA	
0015	0000600 3	LANDSCAPE DESIGN GRP- GENERIC PAY ITEM 3	ZZ		500.000	52.99000	26,495.0000	PALM TREE TRIMMING - EA	
0020	0000600 4	LANDSCAPE DESIGN GRP- GENERIC PAY ITEM 4	ZZ		4840.000	4.90000	23,716.0000	RECYCLED FERTILIZER - SY	
0025	0000600 5	LANDSCAPE DESIGN GRP- GENERIC PAY ITEM 5	ZZ		4840.000	5.59000	27,055.6000	PRE-EMERGENT HERBICIDE - SY	
0030	0000600 6	LANDSCAPE DESIGN GRP- GENERIC PAY ITEM 6	ZZ		4840.000	9.89000	47,867.6000	POST-EMERGENT HERBICIDE - SY	
0035	0000600 7	LANDSCAPE DESIGN GRP- GENERIC PAY ITEM 7	ZZ		4840.000	4.50000	21,780.0000	MULCH - SY	
0040	0000600 8	LANDSCAPE DESIGN GRP- GENERIC PAY ITEM 8	ZZ		4840.000	14.88000	72,019.2000	LANDSCAPE SOIL - SY	
0045	0000600 9	LANDSCAPE DESIGN GRP- GENERIC PAY ITEM 9	ZZ		500.000	325.00000	162,500.0000	SABAL PALM - EA	
0050	0000600 10	LANDSCAPE DESIGN GRP- GENERIC PAY ITEM10	ZZ		500.000	215.00000	107,500.0000	BALLED AND BURLAPPED TREE - EA	
0055	0000600 11	LANDSCAPE DESIGN GRP- GENERIC PAY ITEM11	ZZ		500.000	650.00000	325,000.0000	30 GALLON TREE - EA	
0060	0000600 12	LANDSCAPE DESIGN GRP- GENERIC PAY ITEM12	ZZ		500.000	325.00000	162,500.0000	15 GALLON TREE - EA	
0065	0000600 13	LANDSCAPE DESIGN GRP- GENERIC PAY ITEM13	ZZ		500.000	195.00000	97,500.0000	7 GALLON TREE - EA	
0070	0000600 14	LANDSCAPE DESIGN GRP- GENERIC PAY ITEM14	ZZ		1000.000	25.00000	25,000.0000	3 GALLON SHRUB - EA	
0075	0000600 15	LANDSCAPE DESIGN GRP- GENERIC PAY ITEM15	ZZ		1000.000	15.00000	15,000.0000	1 GALLON SHRUB - EA	
0080	0000600 16	LANDSCAPE DESIGN GRP- GENERIC PAY ITEM16	ZZ		10000.000	25.00000	250,000.0000	1 GALLON ORNAMENTAL GRASS - EA	
0085	0000600 17	LANDSCAPE DESIGN GRP- GENERIC PAY ITEM17	ZZ		30.000	500.00000	15,000.0000	PINDO PALM - EA	
0090	0000600 18	LANDSCAPE DESIGN GRP- GENERIC PAY ITEM18	ZZ		10.000	8,000.00000	80,000.0000	MEDJOL DATE PALM - EA	
0095	0104 1	MOWING	AC		100.000	373.45000	37,345.0000		
0100	0110 2 1	CLEARING & GRUBBING (PUSH BUTTON CONT)	AC		10.000	1,500.00000	15,000.00000		
0105	0570 1 1	PERFORMANCE TURF	SY		100.000	3.10000	310.00000		
0110	0570 1 2	PERFORMANCE TURF, SOD	SY		100.000	8.45000	845.00000		
0115	0999 25	INITIAL CONTINGENCY AMOUNT, DO NOT BID	LS		1.000	50,000.00000	50,000.00000	42478115201	

Proposal Summary of Pay Items

1	DATE: 07/30/09	FLORIDA DEPARTMENT OF TRANSPORTATION PROPOSAL SUMMARY OF PAY ITEMS		PAGE: 1 A0001	
PROPOSAL : E2M51-R0		LEAD PROJECT : 42478115201	COUNTY : DISTRICT WI ,	MANDIST: 02	
PROJECT(S) : 42478115201		COUNTY/SECTION:			

0001 SUMMARY OF LANDSCAPE / PERIPHERAL			PAY ITEMS		

LANDSCAPE DESIGN GROUP- GENERIC PAY ITEM 1 (SMALL		ZZ	100.000		
TREE TRIMMING - EA)					
LANDSCAPE DESIGN GROUP- GENERIC PAY ITEM 2 (LARGE		ZZ	100.000		
TREE TRIMMING - EA)					
LANDSCAPE DESIGN GROUP- GENERIC PAY ITEM 3 (PALM		ZZ	500.000		
TREE TRIMMING - EA)					
LANDSCAPE DESIGN GROUP- GENERIC PAY ITEM 4		ZZ	4840.000		
(RECYCLED FERTILIZER - SY)					
LANDSCAPE DESIGN GROUP- GENERIC PAY ITEM 5		ZZ	4840.000		
(PRE-EMERGENT HERBICIDE - SY)					
LANDSCAPE DESIGN GROUP- GENERIC PAY ITEM 6		ZZ	4840.000		
(POST-EMERGENT HERBICIDE - SY)					

G	0000-600- 9	LANDSCAPE DESIGN GROUP- GENERIC PAY ITEM 9 (SABAL	ZZ	500.000	500.000
		(PALM - EA)			
G	0000-600- 10	LANDSCAPE DESIGN GROUP- GENERIC PAY ITEM 10	ZZ	500.000	500.000
		(BALLED AND BURLAPPED TREE - EA)			
G	0000-600- 11	LANDSCAPE DESIGN GROUP- GENERIC PAY ITEM 11 (30	ZZ	500.000	500.000
		GALLON TREE - EA)			
G	0000-600- 12	LANDSCAPE DESIGN GROUP- GENERIC PAY ITEM 12 (15	ZZ	500.000	500.000
		GALLON TREE - EA)			
G	0000-600- 13	LANDSCAPE DESIGN GROUP- GENERIC PAY ITEM 13 (7	ZZ	500.000	500.000
		GALLON TREE - EA)			
G	0000-600- 14	LANDSCAPE DESIGN GROUP- GENERIC PAY ITEM 14 (3	ZZ	1000.000	1000.000
		GALLON SHRUB - EA)			
G	0000-600- 15	LANDSCAPE DESIGN GROUP- GENERIC PAY ITEM 15 (1	ZZ	1000.000	1000.000
		GALLON SHRUB - EA)			
G	0000-600- 16	LANDSCAPE DESIGN GROUP- GENERIC PAY ITEM 16 (1	ZZ	10000.000	10000.000
		GALLON ORNAMENTAL GRASS - EA)			
G	0000-600- 17	LANDSCAPE DESIGN GROUP- GENERIC PAY ITEM 17	ZZ	30.000	30.000
		(PINDO PALM - EA)			
G	0000-600- 18	LANDSCAPE DESIGN GROUP- GENERIC PAY ITEM 18	ZZ	10.000	10.000
		(MEDJOL DATE PALM - EA)			
	0104- 4-	MOWING	AC	100.000	100.000
	0110- 2- 1	CLEARING & GRUBBING (PUSH BUTTON CONTRACT)	AC	10.000	10.000
	00570- 1- 1	PERFORMANCE TURF	SY	100.000	100.000
	00570- 1- 2	PERFORMANCE TURF, SOD	SY	100.000	100.000
	00999- 25-	INITIAL CONTINGENCY AMOUNT, DO NOT BID	LS	1.000	1.000
		(42478115201)			

Utilities Pay Item Example

Pipe Items (Generic pay item used for specifying pipe size)

1050- 11-424	UTILITY PIPE, F&I, DI/CI, WATER/SEWER,	8-19.9"	ZZ	0.000	177.00



0000-700- 1	UTILITY DESIGN GROUP- GENERIC PAY ITEM 1	ZZ	0.000	177.00
	UTILITY PIPE, F&I, DI/CI, WATER/SEWER, 10" (EA)			

Utilities Pay Items Example

Pipe and Fittings < 8" (Fittings Included)

(Generic pay items used to break out Fittings)

1050- 11-423	UTILITY PIPE, F&I, DI/CI, WATER / SEWER,	22	0.000	177.00
	5 - 7.9"			



0000-700- 1	UTILITY PIPE, F&I, DI/CI, WATER/SEWER 6" (EA)	22	0.000	177.00
0000-700- 2	UTILITY FITTINGS, F&I, DI/CI, ELBOW, 6" (EA)	22	0.000	23.00
0000-700- 3	UTILITY FITTINGS, F&I, DI/CI, TEE, 6" (EA)	22	0.000	4.00
0000-700- 4	UTILITY FITTINGS, F&I, DI/CI, CAP/PLUG, 6" (EA)	22	0.000	8.00

Utilities Pay Item Examples

Pipe and Fittings $\geq 8"$ (Fittings NOT Included)

Fittings Items (Generic pay items used to combine Fittings)

1055-	11-414	UTILITY FITTINGS, F&I, DI/CI, ELBOW, 8 - 19"	EA		0.000		55.00	
1055-	11-424	UTILITY FITTINGS, F&I, DI/CI, TEE, 8 - 19"	EA		0.000		7.00	
1055-	11-454	UTILITY FITTINGS, F&I, DI/CI, CAP/PLUG, 8 - 19"	EA		0.000		16.00	



0000-700-	1	UTILITY DESIGN GROUP- GENERIC PAY ITEM 1	ZZ		0.000		78.00	
		(FITTINGS, 8 - 19" - EA)						

Generic Pay Item Guidance

- ◆ Guidelines for usage of generic pay items will be included in the Basis of Estimates manual (BOE):
- ◆ Computer based training will be developed and placed on the Specifications & Estimates Office website.

Generic Pay Items Summary

- ◆ Definition
- ◆ Rules
- ◆ Roles
- ◆ Process
- ◆ QC/QA

Generic pay items are a good tool for unique pay item issues. Districts are encouraged not to misuse these pay items.

